

Options for Adding W-2 Reviews to the CWW Dashboard

- 1) Calculate the Days Left to Complete based on the VCL due date or the last day of the review month, whichever comes first. Example A: Mary's review is due in January. She comes in for her review appointment January 8. Her verification is due January 19. Mary's review falls into the 8-14 days column because her verification is due in 8-14 (calendar) days. Example B: Mary's review is due in January. She comes in for her Review appointment January 27. Her verification is due February 5. Mary's review falls into the 1-7 days column because she will close for 077 if her review is not completed in January.
- 2) Calculate the Days Left to Complete based on the last day of the month, regardless of the verification due date.
- 3) Calculate the Days Left to Complete based on the VCL due date. Example A: Mary's review is due in January. She comes in for her review appointment January 8. Her verification is due January 19. Her verification is due January 19. Mary's review falls into the 8-14 days column because her verification is due in 8-14 (calendar) days. Example B: Mary's review is due in January. She comes in for her review appointment January 27. Her verification is due February 5. Mary's review falls into the 8-14 days column because her verification is due in 9 calendar days.

My Dashboard View Workload Dashboard						
Work Items	Days Left to Complete					
Category	Total	<1	1-7	8-14	15-30	>30
Applications	0					
SMRFs	0					
Potential Errors	0					
Discrepancies	0					